



Landmark Commission

240 Columbus Ave
Sandusky, Ohio 44870
419.627.5715
www.cityofsandusky.com

AGENDA

January 20, 2021

4:30 P.M.

**Virtual Meeting via Microsoft Teams and
Live Streamed on www.youtube.com/CityofSanduskyOH**

1. **Call to Order – Roll Call**
2. **Review of October 21, 2020 Meeting Minutes**
3. **Election of officers**
4. **Review of Landmark Commission Annual Report and 2021 Goals**
5. **Staff Updates**
 - **Administrative approvals**
 - **Meeting times**
 - **CLG Grant Application**
6. **Adjournment**

NEXT MEETING: February 17, 2021

Please notify staff at least 2 days in advance of the meeting if you cannot attend.

**Landmark Commission
October 21, 2020
Remote Meeting
Minutes**

Meeting called to order:

Chairman Dr. Berkey called the meeting to order at 4:30pm. The following members were present: Mr. Michael Zuilhof, Mr. Jon Lawrence, Mr. Joe Galea, Mr. Alan Griffiths, Dr. Tim Berkey, and Commissioner Mike Meinzer. Mr. Ryan Nagel was not present. Mr. Thomas Horsman represented the Planning Department and served as Acting Clerk.

Review of minutes from September 16, 2020:

Mr. Galea made a motion to approve the minutes and Mr. Griffiths seconded the motion. All members were in favor of the motion and the minutes were approved.

State Theatre Reconstruction Update:

Mr. Horsman stated that capping of the auditorium has started and they are hoping for this to be completed by December. They are hoping to have a decision made soon on which architect firm they are going to go with for the rebuild.

1st application:

Dr. Berkey stated that the first application on the agenda is for a Certificate of Appropriateness for Exterior Alterations at the Sandusky Artisans located at 138 E. Market Street. Mr. Horsman explained that the proposed changes include painting the exterior wall grey and the window trim navy blue and white. The proposed changes also include installing new black metal panels over tile under the storefront windows. Staff believe the changes are appropriate and recommend approval. Mr. Zuilhof asked if the applicant has stated what kind of metal they propose to use under the storefront windows as aluminum or steel would be likely to get rusty quickly. He also stated that the color of the trim is not on the palate of the Design Review Guidelines. The applicant Mr. Ryan Bickley with Janotta and Herner, Inc, stated that the white color of the trim is more of a tan and is similar to what the color is that is already there and the navy blue trim is the same color that is in the signage, so those colors were both chosen to go with what colors were already existing on the exterior. Mr. Zuilhof made a motion to approve the application subject to review of the colors with staff to ensure they conform to the color palate of the Design Review Guidelines. Mr. Griffiths seconded the motion. All voting members were in favor.

2nd application:

Dr. Berkey stated that the second application on the agenda is for a Certificate of Appropriateness for Exterior Alterations at the Biemiller Building located at 125 E. Water Street. Mr. Horsman explained that the proposed changes are for a rooftop bar on top of the building. The colors and materials are planned to match those of the existing adjacent penthouse. Staff recommend approval with the condition that final elevation drawings and material and color samples be submitted to staff for final approval. The structure will also need a permit from the Building Division. Mr. Griffiths asked if staff believe that this structure would constitute a permanent fixture on the building or would this be able to be taken down without having a significant impact on the structure of the building. Mr. Horsman stated that his understanding is that this would not have any detrimental negative effects on the building if it were desired to be removed in the future. Mr. Zuilhof recused himself from the discussion of this application. Mr. Griffiths moved to approve the application subject to the

conditions in the staff report of final elevation drawings and material and color samples be submitted to staff for final approval and that any structure that is removeable, does not alter the historic structure of the building. Mr. Lawrence seconded the motion. All voting members were in favor, except for Mr. Zuilhof who had earlier recused himself from this application.

Staff updates:

Mr. Horsman stated that the Certified Local Government Performance Evaluation by the State Historic Preservation Office is not due until 2021. He then explained that there is a CLG Grant Application due in February 2021 where there are opportunities to receive funding with no local match that he will be applying for and will be interested in feedback from the Landmark Commission members. Mr. Horsman stated that he has not yet received any applications for the November meeting but has been in discussion with a few people regarding potential applications, so he will keep the Commission updated. Dr. Berkey asked if there has been any word from the property owners of 119 E. Market Street on securing that building for the winter. Mr. Horsman stated that City staff have been in discussion with the property owners, but do not have an update on that at this time.

Meeting adjourned:

Mr. Lawrence made a motion to adjourn and Mr. Galea seconded the motion. The meeting ended at 5:04pm.

Approved by:

Kristen Barone for Thomas Horsman,
Acting Clerk

Timothy Berkey, Chairman



LANDMARK COMMISSION 2020 ANNUAL REPORT

CITY OF SANDUSKY, OHIO
DEPARTMENT OF PLANNING

Sandusky Landmark Commission Annual Report

The Sandusky Landmark Commission was established to designate, preserve, protect and enhance current and future Landmark properties within the City of Sandusky; to foster civic pride in and consistent with established long term goals and policies of the city; to stabilize or improve the aesthetic and economic vitality and values of Landmark sites; to protect and enhance the city's attraction to tourist and visitors; and to promote the use of these sites for the improvements and objects for the education, invigoration, and welfare of the people of the city.

Section 1161.03(e) of the Sandusky Codified Ordinances requires that an annual report be submitted to the City Manager and City Commission that summaries the activities of the Landmark Commission over the past year.

The Landmark Commission met 8 times in 2020. Due to the COVID-19 Pandemic, the March meeting was cancelled and all subsequent meetings were held virtually. The August, November, and December meetings were cancelled due to lack of applications.

As of December 31, 2019, the following people were serving as members of the Landmark Commission:

- Tim Berkey, Chair
- Joe Galea
- Alan Griffiths
- Jon Lawrence, Vice Chair
- Mike Meinzer, City Commission Liaison
- Ryan Nagel
- Mike Zuilhof

The Landmark Commission approved 10 Certificate of Appropriateness applications in 2020 and denied one. In February, the Commission delegated to staff the authority to administratively approve applications for signage. Staff approved two signage applications in 2020. Below is a summary of the applications that appeared before the Landmark Commission in 2020.

Certificates of Appropriateness

Date	Address	Request	Scope	Approved or Denied
1/15/2020	417 Columbus Ave.	Exterior Renovations	Restoration of the soffit and fascia on the Johnson House	Approved
4/13/2020	115 W. Water St.	Exterior Renovations	Comprehensive exterior renovations to Tony's bar and restaurant, including a new back deck and sidewalk patio on Shoreline Drive.	Approved
5/8/2020	236 Columbus Ave.	Signage	Wall sign and projecting sign for Firelands Credit Union.	Approved by Staff
5/20/2020	256 Columbus Ave.	Outdoor Dining Area	Fencing for sidewalk patio at Vita.	Approved
5/20/2020	158 E. Market St.	Exterior Renovations	Restoration of the Feick Building storefront façade and replacement of all windows.	Approved
6/23/2020	138 E. Market St.	Exterior Renovations	Renovation of the Sandusky Artisans storefront and replacement of windows.	Approved
6/23/2020	503 Columbus Ave.	Exterior Renovations & Signage	Comprehensive exterior renovations to Zion Lutheran Church and a digital message board sign.	Approved
7/14/2020	142 Columbus Ave.	Exterior Renovations	Replacement of second story windows at Barra.	Approved
7/14/2020	119 E. Market St.	Demolition	Demolition of 119 E. Market Building as part of Cooke reconstruction project.	Denied
7/14/2020	150 Columbus Ave.	New Construction	New construction of the Hogrefe-Cooke Building on the site of the former Cooke Building.	Approved

10/21/2020	138 E. Market St.	Exterior Renovations	Painting of the front façade and alterations to the storefront.	Approved
10/21/2020	125 E. Water St.	Exterior Renovations	Construction of a rooftop bar on the roof of the Biemiller Building.	Approved
12/2/2020	138 E. Market St.	Signage	New wall sign and projecting sign for Sandusky Artisans	Approved by Staff

Other Activities

A staff member from the State Historic Preservation Office attended the February meeting to conduct a training session for the Commission.

The Commission held a work session during the September meeting to discuss proposed revisions to the Landmark Preservation Ordinance, specifically regarding the demolition approval process.

Goals for 2021

- Conduct the annual training session for the Landmark Commission with the State Historic Preservation Office, as required by the Landmark Preservation Ordinance.
- Increase education and awareness about historic preservation to the owners of designated historic properties in the city.
- Identify potential sites and/or districts in the city that are worthy of local landmark designation and begin the process of recommending their designation to the City Commission.
- Build relationships with the Old House Guild of Sandusky and Erie County Historical Society to help promote historic preservation to the population of Sandusky
- Identify historic properties in disrepair and work to find ways to stabilize and restore them.
- Update the Sandusky Preservation Design Guidelines and Landmark Preservation Ordinance.

LANDMARK COMMISSION REPORT

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS FOR EXTERIOR SIGNAGE AT 138 EAST MARKET STREET.

Date of Report: December 8, 2020

Report Author: Thomas Horsman, Assistant Planner



City of Sandusky, Ohio

Landmark Commission Report

BACKGROUND INFORMATION

Brady Signs on behalf of Chris Ruff of the Sandusky Artisans Cooperative, has applied for a Certificate of Appropriateness for exterior signage at 138 East Market Street. The following information is relevant to this application:

Applicant: Brady Sign Company
Sandusky, OH 48870
Monroeville, OH 44847

Owner: Sandusky Artisans Cooperative (Chris Ruff)
138 E. Market St.
Sandusky, OH 44870

Site Location: 138 E. Market St.
Sandusky, Ohio 44870

Historic Status: Non-contributing building in the Downtown Sandusky Commercial Historic District

Existing Uses: Non-profit group

Proposed Project: Adding signage to the canopy

SITE DESCRIPTION

Building location at 138 East Market St.



138 East Market St. in 1938.



DEPARTMENT OF PLANNING COMMENTS

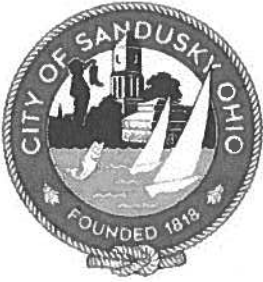
138 E. Market Street was originally constructed ca. 1910 as a commercial space. This building is the only non-contributing building on the south side of the 100 block of E. Market St. At an unknown date, the original façade of the building was covered up and heavily altered. According to the building's entry in the Ohio Historic Inventory from 1979, the four windows on the north elevation did not exist at that time.

Earlier this year, this property got approval from the Landmark Commission to replace the 3rd and 4th story windows with new fixed, thermal pane, clear anodized aluminum windows. Four will be on the north elevation, four on the west wall, and two on the south wall. They also re-roofed and painted the entrance canopy. The Landmark Commission subsequently approved an additional application to paint the front façade of the building and renovate the storefront.

This application for signage proposes installing non-illuminated aluminum letters on the roof of the canopy spelling out Sandusky Artisans as well as letters spelling out "Recovery Community Center" flush with the wall of the canopy. It also proposes a double-sided undercanopy sign. The dimensions of the signage complies with the Sandusky Zoning Code. After review, staff determined that the signage also complies with the Sandusky Preservation Design Guidelines.

APPROVALS

Staff granted administrative approval for the signage application on December 8, 2020.



DOWNTOWN DESIGN REVIEW DISTRICT

Application for a Certificate of Appropriateness

Department of Planning
240 Columbus Ave
Sandusky, Ohio 44870
419.627.5891
www.cityofsandusky.com

Preparing Your Application

Please type or use ink and use paper no larger than 11" x 17" for the required supporting information. Planning Department staff is available to assist in the preparation of applications.

Filing Your Application:

This application is for properties in the Downtown Design Review District. The application will enable the Planning Department staff to determine whether the proposed changes to the property meet the criteria for a Certificate of Appropriateness. The Planning Department staff will consider the Sandusky Preservation Design Guidelines when reviewing this application. The guidelines can be found on the city's website at <http://www.ci.sandusky.oh.us/Planning%20&%20Zoning/DDR8%20Guidelines.pdf>.

If the property is a designated historic property or within the Downtown Commercial Historic District, please contact the Planning Department staff to determine whether an application to the Landmark Commission needs to be submitted instead.

**The guidelines developed for this application are based on the evaluation process set forth in Chapter 1359 of the City of Sandusky's Code of Ordinances.*

1. Location

Building/Property Name (if applicable): Sandusky Artisans

Street Address: 138 E. Market Street - Sandusky

Parcel Number(s): 56.00330.000

2. Owner Information (If more than one, list primary contact)

Name: Sandusky Artisans Cooperative

Address: 138 E. Market Street - Sandusky

Phone: 419-621-9377

3. Applicant/Contact Person (If other than owner)

Name:

Brady Signs Co. - Ryan Brady

Address:

1721 Hancock Street - Sandusky

Phone:

419-626-5112

4. Scope of the Project (Please circle all that apply)

Awnings/ Shutters

Signage

Roofing

Landscaping

Rear Access

Parking Lot Layout

Siding

Energy Conservation

Doors, Windows, Entrances

Complete Façade Restoration

Partial Façade Restoration

Exterior Painting (Commercial)

Fences

Other _____

5. Description of Work to be Done

please see attached



Job Location:

Sandusky Artisans
138 East Market Street
Sandusky, OH 44870

CANOPY LETTERS: BRADY SIGNS TO FURNISH AND INSTALL (1) NEW SET OF NON-ILLUMINATED 2" DEEP FABRICATED ALUMINUM LETTER PAINTED ARTISAN BLUE THAT MOUNT ON TOP OF RECENTLY REBUILD CANOPY. FABRICATED LETTERS WILL AVE 1/2" SQUARE TUBE WELDED TO BOTTOM OF LETTERS AND THEN MOUNTED TO TOP OF 1.5" X 3" ALUMINUM MOUNTING RAIL PAINTED TO MATCH CANOPY. PACKAGE ALSO INCLUDES 3/8" FCO ACRYLIC LETTERS PAINTED ARTISAN BLUE AND INSTALLED FLUSH TO FACE OF EXISTING CANOPY

UNDERCANOPY SIGN: BRADY SIGNS TO FURNISH AND INSTALL (1) DOUBLE-SIDED UNDER CANOPY SIGN WIT 1" X 1" ALUMINUM ANGLE MOUNTING BRACKETS ATTACHED TO TOP OF SIGN FACE. SIGN IS TO MOUNTED UP THROUGH TOP LEG OF ANGLE INTO CANOPY CEILING

1721 Hancock Street • Sandusky, OH 44870

p: 419.626.5112 • f: 419.625.5985

BRADYSIGNS.COM

6. Supporting Documentation (attach to application on separate sheets, as applicable)

- A. New Construction
 - a. Scaled drawings
 - b. Site plan (site plan requirements are attached at the end of application)
 - c. Photographs
 - d. Material list
- B. Additions/Alterations
 - a. Scaled drawings
 - b. Photographs
 - c. Material list
- C. Signage
 - a. Scaled drawings
 - b. Location of sign
 - c. Photographs
 - d. Width of building
 - e. Lot frontage

7. Signature

The owner of this building and undersigned do hereby certify that the information and statements given on this application, drawings and specifications are, to the best of their knowledge, true and correct. The owner and undersigned further understand that no work can begin until this application has been reviewed and approved. Any work done that has not been approved will be in violation of the City of Sandusky's Codified Ordinances

Applicant/Agent:  Date: _____

Owner: _____ Date: _____

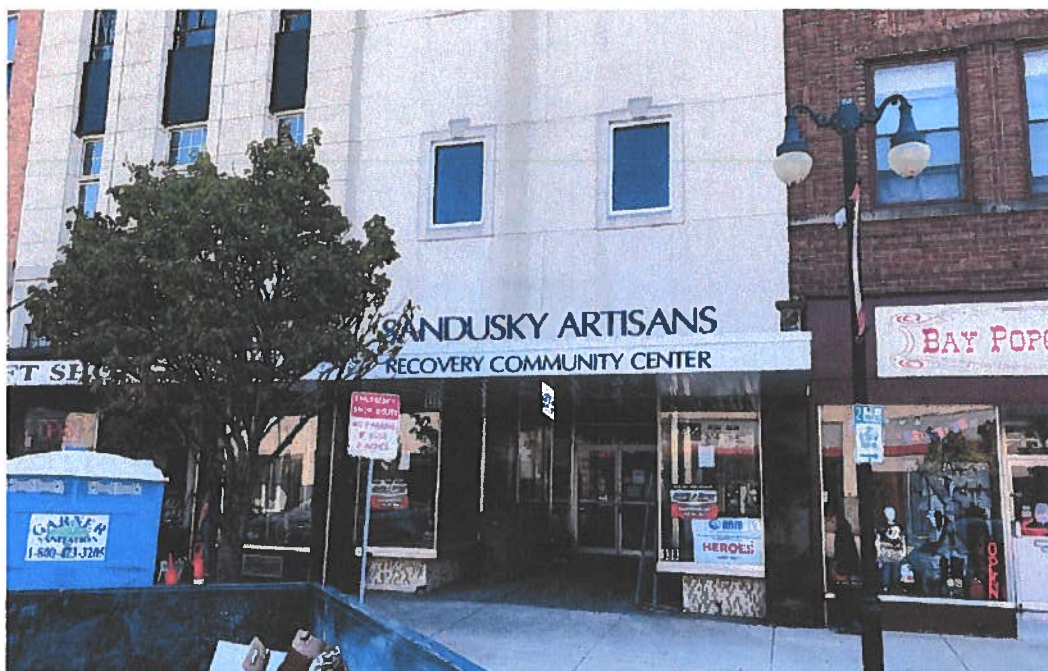
please see separate sheet attached

Scale: 1/4" = 1'-0"

Client Approval: _____

Title: _____

Date: _____



PROPOSED STORE FRONT SIGNAGE

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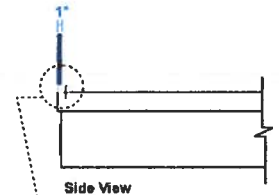
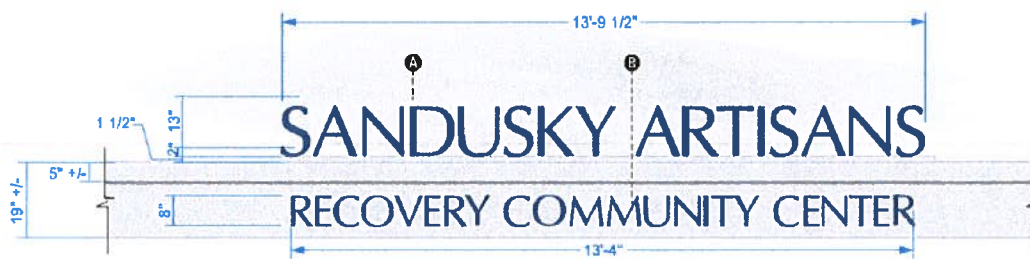
Customer: Sandusky Artisans
Location: 138 East Market St., Sandusky, OH
File name: Dwg72727A
Date: 10/16/20
Note: _____

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Brady Signs
1721 Hancock Street
Sandusky, OH 44870
Phone (419)626-5112
Fax (419)625-5985

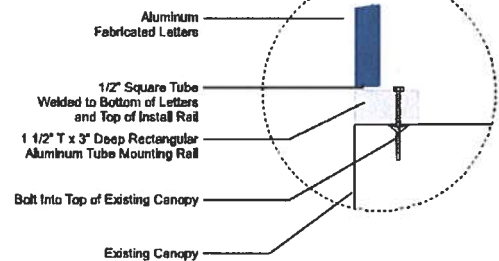
Scale: 1/2" = 1'-0"

Client Approval: _____ Title: _____ Date: _____



NON-ILLUMINATED FABRICATED AND FLAT CUT OUT LETTERS

- A** 2" Deep Fabricated Aluminum Letters with Backs, All Sides to be Painted Dark Blue to Match Clients PMS (Color Required), 1/2" Square Tubes Welded to Bottom of Letters and Painted To Match Canopy Bottom of Square Tube to be Welded to Top of 1.5" x 3" Aluminum Mounting Rail also Painted to Match Canopy
- B** 3/8" Flat Cut Out Acrylic Letters Faces and Edges Painted Dark Blue (PMS COLOR REQUIRED) Letters to Install Flush to Face of Existing Canopy with Double Stick Tape and Silicone



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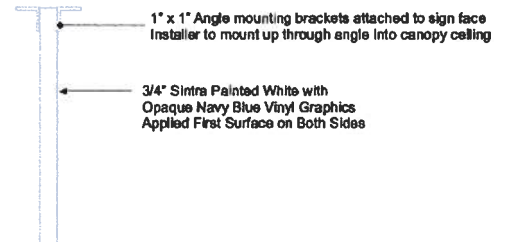
Customer: **Sandusky Artisans**
Location: **138 East Market St., Sandusky, OH**
File name: **Dwg72727A**
Date: **10/16/20**
Note: _____

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Scale: 3" = 1'

Client Approval: _____ Title: _____ Date: _____



DOUBLE SIDED NON-ILLUMINATED UNDERCANOPY SIGN

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Client Approval: _____ Title: _____ Date: _____



- A** Canopy mounted letters
- B** Under canopy blade sign

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